

Burlington Parks Advisory Board
Monday, May 2, 2016 at 5:30PM
Parks and Recreation Building at 900 E. Fairhaven Avenue
Parks Conference Room
(Use South Entrance off Washington Avenue)

Agenda:

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| 1. Call To Order | Keith Chaplin |
| 2. Approval of Minutes (4-4-16) | Keith Chaplin |
| 3. Open Comment | Keith Chaplin |
| Old Business | Keith Chaplin |
| 4. Final Summer Nights Concert Series Line Up | Loren Cavanaugh |
| New Business | Keith Chaplin |
| 5. Parks/Cemetery Updates for 1st quarter of 2016 | Craig Bloodgood |
| 6. Maiben Improvement Meeting | Loren Cavanaugh |
| 7. Jim Iversen appointment | Loren Cavanaugh |
| 8. Council Agenda Items | Loren Cavanaugh |
| 9. Event Calendar (May-June) | Shelley Johnstone |
| 10. June 6, 2016 Agenda | Keith Chaplin |
| 11. Adjourn | Keith Chaplin |

Additional Information

Enclosures:

04/04/2016 Meeting Minutes;
Updates from Loren Cavanaugh;
May & June Playfield Event Calendar;

Updates from Loren for 05/02/16 Meeting

OLD BUSINESS

Summer Night Concert Series Line Up

The latest completed contract is the band “Dogtones” out of Seattle. They will be playing July 15. A spreadsheet will be attached that shows the status of all the bands in our Summer Concert Series. The Concert Series starts July 8 and ends August 26th. The summer nights concert series bands are all booked!

NEW BUSINESS

Cemetery/Parks Updates

Craig will be giving parks updates and statistical updates for the cemetery. These updates cover the 1st quarter of 2016.

Maiben Improvement Meeting

The next Maiben Park Improvement meeting is scheduled for 6pm on May 11th. The meeting will take place in the Community Hall Room on the west side of the Community Center building. The meeting will focus on future plans for the park.

Jim Iversen Appointment

Jim’s letter of interest has been the only one received to date so his appointment will be at the May 12 council meeting.

Council Agenda Items

May 12th:

- Jim Iversen Park Board Appointment

Playfield Event Calendar

Shelley will be updating us on playfield activities for May and June

Next Meeting: Monday, June 6 @ 5:30PM

CITY OF BURLINGTON
PARKS ADVISORY BOARD
Meeting Minutes for Monday, April 4, 2016

Board Members Present: Bill Black, Keith Chaplin, Ronda DeGloria and Steve Stafford

Council Members Present: Chris Loving

City Staff Present: Loren Cavanaugh and Shelley Johnstone

MEETING CALLED TO ORDER by Parks Director Loren Cavanaugh at 5:33PM.

MINUTES: Chris Loving motions to accept the minutes of the 03/07/2016 board meeting as written; Ronda DeGloria seconds the motion. All are in favor; motion is carried.

OPEN COMMENT

Property Donation Update. Loren Cavanaugh offers an update on the property donation from the Wade Family Trust. He believes that the donation has been finalized and the E. Rio Vista property, #P83923 now belongs to the City, although he has left message with the City administrator to verify that. Once verified, the Parks crew will begin its cleanup of the property's bramble and its treehouse that has been a draw for transients.

Fairhaven Culvert Project. Chris Loving mentions that the City has plans to work on the culvert near E. Fairhaven Avenue and S. Skagit Street later this year. He recommends that Loren contact Brian Dempsey in Public Works to discuss possible needs for any future plans of the Parks Department that may involve Gages Slough and could potentially be accommodated with the Public Works project.

OLD BUSINESS

Summer Nights Concert Series Lineup. Loren Cavanaugh updates the board on the concert series lineup to-date: Bands are confirmed for six out of the eight Friday nights: Whiskey Fever (July 8), *The Naughty Blokes* (July 22), *Gin Gypsy* (July 29), *The Chris Eger Band* (August 5), *Baby Cakes* (August 12), and *The Jody Taylor Band* (August 19). *Small Medium at Large* is scheduled for August 26, but Loren is awaiting contract confirmation. He is looking for a band to fill the July 15 date after *Sky Colony* cancelled due to a conflict that arose for them.

NEW BUSINESS

Election of Officers. Loren Cavanaugh offers a short description of the Chair and Vice Chair duties. Those present briefly discuss interest.

Chris Loving makes a motion to nominate Keith Chaplin as chairperson and Ronda DeGloria as vice-chair. Steve Stafford seconds the motion. All present are in favor; motion is carried.

Keith and Ronda both accept their nominations.

Parks Foundation Contract. A copy of a proposed Agreement between the Burlington Parks Foundation and the City has been included in member's agenda packets. Loren Cavanaugh states that the agreement simply formalizes the relationship between the two entities and the function of each as it applies to the other. He says the agreement is currently being reviewed to ensure its terms align with the Foundation's bylaws. The agreement will eventually be presented to the Parks Advisory Board for its perusal and recommendation to council. Business between the two groups will continue per usual in the meantime.

Nona Avery Resignation/Appointment of New Member. Loren Cavanaugh shares that he received a letter of resignation from Nona Avery last March. He will need to advertise the vacancy since none of the recent applicants for the previous openings would meet the criteria for the Senior Representative position. A former Parks Board member, **Jim Iversen** has expressed interest in the position. Loren hopes to present recommendations to council at their first May meeting.

Lodging Tax Funds. The Lodging Tax Committee has approximately \$100,000 available to award for funding a new 2016 event. Loren Cavanaugh had hopes of pursuing a winter “Festival of Lights” event. However, he reports that after he began crunching numbers for the March 25 application deadline, he discovered that preliminary infrastructure work needed at Skagit River Park to accommodate the festival would run nearly \$80,000 alone. He says the Cascade Mall and the Children’s Museum are pursuing ideas for a “Winter Wonderland” event and the City will look to support that venture should a grant be awarded for it.

Wolverine Fireworks Contract. An agreement with Wolverine West Fireworks, LLC has been drafted for the Berry Dairy Days Friday Night Fireworks Show and is included in board members’ agenda packets for review. Loren Cavanaugh plans to forward the agreement for signatures and eventually to council for approval after he receives the ‘scope of work’ from Wolverine West which details the type of fireworks to be included in the Show. Bill Black asks how the fireworks show is funded. Loren answers that \$6400.00 is allotted from the City’s Festivals Budget to pay for the show.

Lions Club Donation. The Burlington Lions Club recently completed a cleanup project at Walnut Pond which is niche park created entirely from volunteer efforts. Loren Cavanaugh shares that the Club would like to donate a picnic table to the park. The type of picnic table is a sturdy, heavy rubber-surfaced table that typically costs \$1000-\$1200.00. Loren says the donation request will be a part of the April 28 agenda for council’s approval.

Council Agenda Items: Loren Cavanaugh outlines current Parks items slated for April council agendas:

April 28: 1. Lions Club Picnic Table Donation Request for Walnut Pond;
2. Berry Dairy Days event applications and street closure requests from the Burlington Chamber of Commerce (Parade and Festival in the Park) and the North Cascade Street Rod Association (Berry Cool Car Show).

Playfield Event Calendar, April and May. Shelley Johnstone reports that playfields are in pretty good shape after the start of its spring season: There was a little damage from use during wet weather at the end of March, but they seem to be healing quickly with the recent run of mild and sunny weather. **Los Aztecas** began their weekly Sunday games on March 13 and will continue on most Sundays through October or November. **NW United FC** should wrap up their spring league games by April 17. **Disc NW** will return to host their large ultimate Frisbee tournament, **Spring Reign** on April 23-24 and again on May 14 for their **Gnarly Gnines**. **Challenger Sports’ Mini-Kickers** (ages 2-5) and **NW United FC’s Micro-Program** (ages 5-9) began their weekly trainings in April and will continue for 8 to 10 weeks. **Smoke School, Inc.** will host their first of two visual emissions trainings at Skagit River Park on April 26.

Bill Black asks about larger tournaments at Skagit River Park. Shelley answers that there are currently two youth soccer tournaments scheduled in the summer which are annual events: the **Firecracker Invite** on June 17-19 during Berry Dairy Days festival weekend and the **Skagit Super Cup** on August 19-21. Each draws approximately 100-150 teams. A third tournament, the annual **Washington Rush Cup** which was typically hosted in Burlington on the first weekend of August outgrew Skagit River Park. The Rush Cup drew more than 275 teams in 2015. Loren Cavanaugh shares that he learned tourney organizers moved the tournament to an equestrian complex near Snohomish with more than 180 acres of grass that will be outfitted to accommodate the 2016 Rush Cup.

05/02/2016 Agenda Requests. Loren Cavanaugh asks board members to forward requests for May agenda items to him at least 1 week prior to the next meeting.

ADJOURNMENT: Ronda DeGloria motions to adjourn the board meeting; Steve Stafford seconds the motion. All are in favor; meeting is concluded at 6:28PM.

NEXT MEETING: Monday, 05/02/2016 at 5:30PM Meeting location is in the Parks and Recreation Conference Room at 900 E. Fairhaven Avenue. **Attendees should use the South Entrance** of the building (off Washington Avenue) as all other entrances are locked by 4:30PM.

Minutes prepared by Shelley Johnstone, Secretary for Burlington Parks & Recreation

Skagit River Park Playfields May 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
May 1	2	3	4	5	6	7
Los Aztecas Men's Soccer		Mini Kickers			NWU Micro Program	
8	9	10	11	12	13	14
Los Aztecas Men's Soccer		Mini Kickers			NWU Micro Program	TENT - USAU Girls H/S Championships Disc NW - Gnarly Gnines
15	16	17	18	19	20	21
TENT - USAU Girls H/S Championships Los Aztecas Men's Soccer		Mini Kickers			NWU Micro Program	
22	23	24	25	26	27	28
Los Aztecas Men's Soccer		Mini Kickers				
29	30	31	Jun 1	2	3	4
Los Aztecas Men's Soccer		Mini Kickers				

Skagit River Park Playfields June 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
May 29 Los Aztecas Men's Soccer	30	31 Mini Kickers	Jun 1	2	3	4
5 Los Aztecas Men's Soccer	6	7 Mini Kickers	8	9	10	11 Library "Kidditch Event" @ SRP
12 Los Aztecas Men's Soccer	13	14 Mini Kickers	15	16	17 BDD Firecracker Invite	18
19 BDD Firecracker Invite Los Aztecas Men's Soccer	20	21	22	23	24	25
26 Los Aztecas Men's Soccer	27	28	29	30	Jul 1	2